

MULTI-STEP CRITERIA FOR ENVIRONMENTAL SERVICES

This acquisition is being conducted under the advisory multi-step procedures found at Federal Acquisition Regulation 15.202. As part of Phase I, your responses to the criteria described below will be evaluated by a team of technical personnel using a color-rating plan as follows:

Purple: A proposal that demonstrates competence and far exceeds the minimum requirements of the criteria; has a high probability of success, contains no weaknesses or deficiencies.

Green: A proposal that demonstrates competence and exceeds the minimum requirements of the criteria; has an above average probability of success; no significant weaknesses and only minor correctable deficiencies exist.

Blue: A proposal that meets in all aspects the minimum requirements of the criteria; has good probability of success; no significant weaknesses and any deficiencies can be readily corrected.

Yellow: a proposal that fails to meet the minimum requirements of the criteria; has low probability of success; major weaknesses and/or significant number of deficiencies, but may through discussions be improved or corrected.

Red: A proposal that fails to meet minimum requirement of the criteria; proposal needs major revisions; very low probability of success.

Weakness – A flaw in the proposal that increases the risk of successful contract performance.

Deficiency – A material failure in the proposal to demonstrate that the proposal meets our requirements.

The criteria for this initial step to include the standards for each criterion, are listed in descending order of importance:

Criterion 1: Experience. Your submission must demonstrate experience in similar work. In order to achieve a blue rating you must have at least five (5) years experience in at least 80% of the following key functional areas and two (2) years in all others:

- Regulatory Compliance (environmental) at both the State and Federal levels
- Pollution Prevention, Control and Treatment
- Emergency and Routine Response to Environmental Contamination Incidents
- Environmental Restoration and Clean-up
- Hazardous Waste Management and Handling

- Natural Resources Management Support Services
- Cultural Resources Management Support Services
- Environmental Sampling, to include collection, tracking and analysis
- Environmental database management, to include spatial data.
- Maintenance of an Administrative Record
- Environmental Assessment and other Technologies

You are limited to a total of 8 pages to address this criterion.

Criterion 2: Resources. You must demonstrate you have the financial capability or be able to obtain the financial capability to provide the resources to perform this contract. To achieve a blue rating you must provide evidence in the form of a financial bank statement, or line of credit from a financial institute to include points of contact for verification purposes.

You are limited to a total of 2 pages to address this criterion.

Criterion 3: Quality Program. The contractor must have submitted a quality control plan for a previous similar contract or an outline of a plan that you would use for this requirement. In order to achieve a blue rating, their submission must demonstrate an understanding of the QC process, reasonable methods of identifying problems and initiating corrective action and a commitment to quality.

You are limited to a total of 5 pages to address this ~~criterion~~. If the offeror chooses to submit a quality plan from a similar contract it will be difficult to stay within the 5 page limit since most quality control plans typically range between 25 and 30 pages. Is it acceptable to provide a (no more than 5 page) narrative describing the offeror's quality program, commitment to quality, etc. and attach by reference an example quality control plan that exceeds 5 pages? Yes

Criterion 4: Safety and Environmental Record. Your submission shall include your workmen's compensation coefficient and any environmental violations issued to you or an installation in which you were the supporting contractor in the past five (5) years. You may provide an explanation for the violations. In order to receive a blue rating, your workmen's compensation coefficient shall not exceed .95 and you shall have no unexplained environmental violations.

You are limited to a total of 4 pages to address this criterion.

Each of the above criteria shall be addressed in a separate document.

All criteria except #1 are the prime only. Criterion 1 may address experience of prime and subs; however experience from subs can only be considered to the extent of their participation on the team.

After the completion of evaluations, you will be notified as to whether or not you are considered a viable competitor. This is an advisory notification and you may elect to continue into the next step of the acquisition. If you are part of the next step, your rating on the above criteria will represent $\frac{1}{4}$ of your overall technical/management rating.

The next step of the acquisition will consist of the issuance of a solicitation to include a performance-based statement of work, a site visit and the submission of price proposal, present and past performance proposals and the presentation of oral technical/management proposals.